

CONFIDENTIAL

17 December 1952

MEMORANDUM FOR: Chief, Plans and Programs Staff

SUBJECT: Weekly Activities Report #51
9 - 16 December 1952

I NEW ACTIVITIES

a. The installation cost of the ADT protective system for [] will be \$1,551.50, plus 8% federal excise tax. The annual service and maintenance charge is \$471.90. A contract drawn up by the ADT Corporation has been secured and is ready for signature by the sponsor of []. The contract is for a five-year term, but it may be terminated at our option on an annual basis with thirty days' notice.

b. Four estimates for the furniture needed [] have been secured from local firms. These estimates indicate that the necessary furniture will cost in the neighborhood of \$3,000.00.

c. []

d. It appears now that we should be able to move [] the first week in January.

e. During the reporting period, three new training projects were initiated; two in Washington, D. C., and one in []

II OLD ACTIVITIES

a. During this period, nine students continued their training; []

b. One training project was completed in Washington.

[]
Chief, Project Training Division, TRS

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